RE: Official Notice of Application Incompleteness Pursuant to C.R.S. § 22-30.5-107(1)(c) and District Policy LBD-R

1 message

Kirk Banghart <kbanghart@garfieldre2.net> Thu, Oct 15, 2026 at 8:32 AM
To: Judy Brannberg <judy.brannberg@gmail.com>
Cc: Fathom Jensen <fjensen@garfieldre2.net>, Jon Fero <jfero@semplelaw.com>, Brent Case <bcase@semplelaw.com>

October 15, 2026

VIA ELECTRONIC MAIL
Judy A. Brannberg, MSc
Primary Contact / Founding Applicant
Garfield County School of Innovation
45 Wolf Liam Lane
Glenwood Springs, CO 81601
Email: judy.brannberg@gmail.com

RE: Official Notice of Application Incompleteness Pursuant to C.R.S. § 22-30.5-107(1)(c) and District Policy LBD-R

Dear Ms. Brannberg:

This letter serves as formal notification that Garfield School District Re-2 has completed its initial administrative review of the charter school application for the proposed Garfield County School of Innovation (GCSI), which was received by District administration on September 30, 2026.

Pursuant to Colorado Revised Statutes § 22-30.5-107(1)(c) and Garfield Re-2 Board Policy LBD-R, the District is required within fifteen (15) days of receipt to determine whether a submitted application contains the minimum components specified in C.R.S. § 22-30.5-106(1) and is therefore complete for formal review. Following a checklist audit conducted by District administration, it has been determined that the application does not contain all required statutory and policy components and is determined to be **INCOMPLETE** at this time.

Itemized List of Incomplete Application Components

1. Omission of 5-Year Budget Expenditure Modeling (C.R.S. § 22-30.5-106(1)(g) & District Policy LBD-E):

Colorado law requires a proposed budget covering a term of at least five years, detailing all projected revenues and expenditures. In the submitted digital workbook (GCSI Digital Budget YR 2027-31 (1).xlsx), all expenditure line items for Year 4 and Year 5 are blank across the Staffing, Year 4, Year 5, and Summary Years 0-5 worksheets. Consequently, total operating expenditures, net income, TABOR reserves, and ending fund balances for Years 4 and 5 evaluate to null or error values. To enable substantive review of the application,a fully populated, 5-year expenditure model without null or error values is needed. In addition, a student fee schedule is referenced, and the proposed budget includes significant annual revenue from “Student Participation Fees.” It is unclear whether some or all of these amounts are anticipated to be course-related fees or something else. Please clarify the basis of the budgeted student fees and provide a fee schedule to enable full review of the application.

2. Missing Rationale and Replacement Plans for Non-Automatic Waivers (C.R.S. § 22-30.5-106(1)(o), C.R.S. § 22-2-117, & District Policy LBD-R):

For every requested waiver of state statute or district policy that is not an automatic waiver, C.R.S. § 22-30.5-106(1)(o) mandates that the application state the rationale for the waiver and detail the specific Replacement Plan explaining how the charter school will meet the intent of the waived law or policy. The application and Appendix 19 identifies statutes for waiver and provides statutory citations, and while the application includes some rationale, Replacement Plans and alternative policies for requested non-automatic waivers (including teacher evaluation and employment statutes) and local Board policies, it appears that additional requested waivers are listed in Appendix 19 without the required rationale, detailed Replacement Plans and alternative policies. Please clarify that the additional waivers identified in Appendix 19 are being requested, and if so, provide the incomplete information to enable full review of the application.

3. Omission of Required Personnel Line Items Supporting Educational Programs (C.R.S. § 22-30.5-106(1)(e) & (q)):

C.R.S. § 22-30.5-106(1)(e) and (q) require that the application detail the educational program and special needs plan, and these should be supported in the proposed budget with associated personnel costs by function and activity. The application narrative states that GCSI will open in Year 1 serving Grades 6-9 and Grade 10 in Year 2, with an anticipated Special Education population of 8% to 14%. However, the Staffing tab of the digital workbook contains unpopulated functional expenditure categories and omits personnel salary allocations required to deliver the described general and special education programming for the proposed grade levels across Years 1, 2, and 3. The application, therefore, appears to be incomplete due to the lack of alignment between the program narrative and the required budget/staffing line items.

4. Incomplete Parent Support and Intent Evidence (C.R.S. § 22-30.5-106(1)(d) & District Policy LBD-E):

C.R.S. § 22-30.5-106(1)(d) requires evidence that an adequate number of parents and pupils support the formation of the charter school. Section 4 refers to and provides a numeric table of web-based forms submitted online, yet it is unclear how many families will commit to enroll students. To fulfill Policy LBD-E requirements for verifiable support, the application should provide verified signatures or authenticated digital submission records from in-district parents indicating intent to enroll students in the specific grade levels proposed for the Fall 2027 opening. Please provide a copy of the web-based form referenced in the application, along with any other forms used to gather expressions of interest/intent to enroll. Also, please provide all letters of intent and/or expressions of interest that have been received with personally identifiable information (name, address, contact information etc.) redacted.

5. Missing Dispute Resolution Process (C.R.S. § 22-30.5-106(1)(r)):

C.R.S. § 22-30.5-106(1)(r) requires a dispute resolution process, as provided in C.R.S. § 22-30.5-107.5. Although the application addresses the school's relationship with the District, no dispute resolution process is proposed. Please provide a dispute resolution process as required by Colorado law.

6. Incomplete Facilities Plan (C.R.S. § 22-30.5-106(1)(n) & District Policy LBD-E):

The application describes an intent to lease The Rosie's School building for Year 1 and possibly Year 2, with a move to The Aviation Campus in an as-yet unbuilt facility thereafter. A letter of intent to enter into a lease for The Rosie's School is provided, and the proposed budget lists the annual rental cost at $65,000. However, no proposed lease is provided, and there is no description of what renovations and/or upgrades may be needed, along with the estimated costs of such work, to comply with applicable building standards and to provide a safe and secure learning environment. Please provide as much of this additional information as possible to enable full review of the application.

Statutory Cure Window and Next Steps

In accordance with C.R.S. § 22-30.5-107(1)(c), the applicant has fifteen (15) calendar days from the date of receipt of this notice to provide the required information listed above to the Garfield School District Re-2.

Please submit the required corrected materials electronically to Superintendent Kirk Banghart and deliver ten (10) hard copies to the Garfield Re-2 District Administration Office (839 Whiteriver Avenue, Rifle, CO 81650) on or before **Friday, October 30, 2026, at 5:00 PM MDT**.

Pursuant to statute, if the applicant does not provide the required completing information within the 15-day period, the Board of Education is not required to take further action on the application. Upon timely receipt of the complete, cured materials, the 120-day review period will proceed in accordance with our agreed-upon timeline.

Sincerely,

Kirk Banghart
Superintendent of Schools
Garfield School District Re-2

cc: President of the Board of Education, Garfield School District Re-2
District Legal Counsel

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Sent from Garfield School District No. Re-2